

PAYROLL TIMELINES 2025-2026

June 1, 2025 to June 28, 2025	Payable on 7-25-25
June 29, 2025 to July 26, 2025	Payable on 8-25-25
July 27, 2025 to August 30, 2025	Payable on 9-25-25
August 31, 2025 to September 27, 2025	Payable on 10-24-25
September 28, 2025 to October 25, 2025	Payable on 11-25-25
October 26, 2025 to November 29, 2025	Payable on 12-19-25
November 30, 2025 to December 27, 2025	Payable on 1-23-26
December 28, 2025 to January 31, 2026	Payable on 2-25-26
February 1, 2026 to February 28, 2026	Payable on 3-25-26
March 1, 2026 to March 28, 2026	Payable on 4-24-26
March 29, 2026 to April 25, 2026	Payable on 5-22-26
April 26, 2026 to May 30, 2026	Payable on 6-25-26

Note: All times are to be submitted and approved by the ***first Tuesday following the payroll cutoff date by noon***, to ensure it is on the current check. Any information received after the Tuesday following the payroll cutoff date will be processed on the following month's pay. All hourly employees need to approve their timesheets to ensure they are entered correctly. If there is an error with your timesheet, please let your **supervisor** or **building secretary** know so that they can correct the error before submitting your timesheet.